

CITY OF GERMANTOWN
DESIGN REVIEW COMMISSION
COUNCIL CHAMBERS – CITY HALL
Tuesday, March 26, 2024
6:00 p.m.

1. Call to Order: Chairman Paul Bruns called the meeting to order at 6:05 p.m.

2. Roll Call and Establishment of a Quorum: Lillian Haddock called the roll and established a quorum.

Members Present: Chairman Paul Bruns; Vice Chairman Christopher Schmidt; Secretary Brian White; Kenneth Schweighofer; and Alderman Sherrie Hicks.

Members Absent: Heather Lewis; Brian Carney; Laura Meanwell; David Nischwitz.

Staff Present: Cameron Ross, Economic and Community Development Director; Sarah Goralewski, Planning Division Manager; Lillian Haddock, Planner; and Robert McLean, Assistant City Attorney.

3. Citizen Comments: Members of the public may speak to items on the agenda during the public hearing portion of each agenda item. Chairman Bruns asked if there were any members of the public who would like to speak, and there were none.

4. Approval of the Minutes

Secretary Brian White moved to approve the Design Review Commission minutes of February 27, 2024, seconded by Vice Chairman Christopher Schmidt.

ROLL CALL:

White – Yes

Schmidt – Yes

Schweighofer – Yes

Hicks – Yes

Bruns – Yes

MOTION PASSED 5-0-0

5. Consent Agenda

There were no items on the consent agenda.

6. Regular Agenda

A. Case Number & Project Name: (15-560) Harvest Church
Location: 3645 Forest Hill-Irene Rd.
Applicant: 4F Design – Matt Pate, Architect
Property Owner: Harvest Church of Memphis – Seth Jewell, Executive Pastor
Request: Approval of Building Site Addition (New Outdoor Pavilion)

Lillian Haddock, Planner, made a staff presentation.

The applicant's representative, Scott Fleming with 4F Design, 5101 Wheelis Drive, Memphis, TN and the project landscape architect, Brandon Doss with Blair Parker Design, 5100 Wheelis Drive, Memphis, TN, answered the commissioners' questions.

Chairman Paul Bruns opened the public hearing.

Chairman Paul Bruns asked if anyone would like to speak in favor of this item and there were none.

Chairman Paul Bruns asked if anyone would like to speak against this item and there were none.

Chairman Paul Bruns closed the floor and called for a motion.

Secretary Brian White motioned to approve a building site addition (new outdoor pavilion) for Harvest Church, 3645 Forest Hill-Irene Rd., subject to the Commission's discussion, staff comments in the staff report, and the documents and plans submitted with the application, seconded by Vice Chairman Christopher Schmidt.

Chairman Paul Bruns led the Commission in a discussion. A vote was called.

ROLL CALL:

White – Yes
Schmidt – Yes
Schweighofer – Yes
Hicks – Yes
Bruns – Yes

MOTION PASSED 5-0-0

B. Number & Project Name: (16-620) Chapel Cove Subdivision
Location: Intersection of Chapel Woods Cove & Poplar Ave.
Applicant/Property Owner: Chapel Cove Homeowners Association (HOA) – Sheri Bishop, Secretary
Request: Approval of a Revised Landscape Plan & Subdivision Entrance Feature (SEF)

Mr. Kenneth Schweighofer abstained from this item.

Sarah Goralewski, Planning Division Manager, made a staff presentation.

The applicant's representative, Sheri Bishop, Secretary of the Chapel Cove Homeowners' Association, 3174 Chapel Woods Cv., answered the commissioners' questions.

Chairman Paul Bruns opened the public hearing.

Chairman Paul Bruns asked if anyone would like to speak in favor of this item and there were none.

Chairman Paul Bruns asked if anyone would like to speak against this item and there were none.

Chairman Paul Bruns closed the public hearing and called for a motion.

Vice Chairman Christopher Schmidt motioned to approve a revised landscape plan and subdivision entrance feature (SEF) for Chapel Cove Subdivision at the intersection of Chapel Woods Cove & Poplar Ave., subject to the Commission's discussion, staff comments in the staff report, and the documents and plans submitted with the application, seconded by Secretary Brian White, with the following conditions of approval: 1) The overall height of the metal trellis cottage structure shall be no greater than 13'; and 2) a different climbing vine plant shall be selected, one that withstands the freezing temperatures.

Chairman Paul Bruns led the Commission in a discussion. A vote was called.

ROLL CALL:

Bruns – Yes
White – Yes
Schmidt – Yes
Schweighofer – Abstain
Hicks– Yes

MOTION PASSED 4-0-1

- C. Case Number & Project Name: (24-007) Asaderos Mexican Grill
Location: 3165 Forest Hill-Irene Rd.
Applicant/Tenant: Abraham Valenzuela
Property Owner: Wolf River Hospitality Group – Chad Foreman, Authorized Manager
Request: Approval of Building Modification (Painting & Screen Fencing)

Sarah Goralewski, Planning Division Manager, made a staff presentation.

The applicant, Mr. Abraham Valenzuela, 3165 Forest Hill-Irene Rd., answered the commissioners' questions.

Chairman Paul Bruns opened the public hearing.

Chairman Paul Bruns asked if anyone would like to speak in favor of this item and there were none.

Chairman Paul Bruns asked if anyone would like to speak against this item and there were none.

Chairman Paul Bruns closed the floor and called for a motion.

Secretary Brian White motioned to approve a building modification (painting and screen fencing) for Asaderos Restaurant 3165 Forest Hill-Irene Rd., subject to the Commission's discussion, staff comments in the staff report, and the documents and plans submitted with the application, seconded by Kenneth Schweighofer, with the following conditions of approval: 1) encourage routine landscape maintenance, such as pruning, mowing, weeding, trimming and mulching; 2) any additional exterior changes, such as lighting, and the updating of the landscaping and the parking lot shall be reviewed and approved by staff, and referred to the Design Review Commission for consideration as necessary; and 3) future parking lot improvements, including the addition of landscaped islands, are heavily encouraged, with review and approval by city staff and referred to the Design Review Commission for consideration as necessary.

Chairman Paul Bruns led the Commission in a discussion. A vote was called.

ROLL CALL:

White – Yes
Schmidt – Yes
Schweighofer – Yes
Hicks– Yes
Bruns – Yes

MOTION PASSED 5-0-0

7. New Business:

Chairman Bruns asked if there was any new business. There was none.

8. Commission Liaison Reports

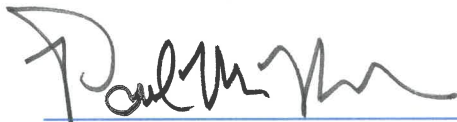
Secretary Brian White reported on the Historic Commission; Vice Chairman Christopher Schmidt reported on the Public Art Commission; and Alderman Sherrie Hicks reported on the Board of Mayor and Alderman and spring time community events.

9. Old Business:

Chairman Bruns asked if there was any old business. Mr. Cameron Ross, ECD Director, provided a summary of the discussion from Executive Session, regarding the Sign Ordinance Update related to parking lot signage.

10. Adjournment:

There being no further business, comments, or questions by the Commission, Chairman Bruns announced the meeting was adjourned at 7:45p.m.

A handwritten signature in black ink, appearing to read "Paul Bruns", written over a horizontal blue line.

Paul Bruns, Chairman
Design Review Commission
